



# Public Service Commission of Wisconsin

Ellen Nowak, Chairperson  
Phil Montgomery, Commissioner  
Mike Huebsch, Commissioner

610 North Whitney Way  
P.O. Box 7854  
Madison, WI 53707-7854

April 7, 2015

Re: Upcoming Changes to the Municipal PSC Annual Report

To the Person Addressed:

This letter supersedes the letter that was sent on March 25, 2015, regarding the notification of the upcoming changes to the Public Service Commission (PSC) Annual Report. The PSC is creating a new Annual Report Program (WEGSARS) which will be a web-based application. All municipal water, electric, gas, and sewer utilities will be required to use the new program beginning with the 2015 Annual Report that is due April 1, 2016.

The approach that was undertaken was to keep the overall formatting, and look of the report as similar as possible to the existing WEGSARS. There will be some new schedules and changes to existing schedules. You will see more noticeable changes to the Electric sections when compared to Gas and Water. The one area of significant change we wanted to provide advance notice of is the Operation and Maintenance Expense (O&M) Schedule (currently pages W-05, E-03, and G-03). Beginning in 2015, all Class AB municipal utilities will be required to breakout the expenses between labor and non-labor expense. Class C and D utilities will not be required to provide this level of expense detail.

Class AB municipal gas and electric utilities must begin reporting this O&M expense detail beginning with the 2015 Annual Report, which is due April 1, 2016. These utilities are already required to provide this level of detail in rate increase applications, so this information should be available. Municipal water and sewer utilities have not been required to provide this information in rate applications, so we realize some utilities may require additional time to track this detail. These utilities will be allowed a one-year phase-in and will be required to report the expense detail beginning with the 2016 Annual Report that will be due on April 1, 2017.

We are currently in the development stage of the rewrite. By October 2015, we will be discussing the testing phase of this application and the level of training that will be provided to utilities regarding the changes to the PSC Annual Report Program.

If you have any questions, please feel free to contact Bridgot Gysbers of our staff at (608) 267-0637, or via e-mail at [Bridgot.Gysbers@wisconsin.gov](mailto:Bridgot.Gysbers@wisconsin.gov).

Sincerely,

Jeffrey R. Ripp  
Administrator  
Gas and Energy Division

Jeff Stone  
Administrator  
Division of Water, Compliance, and Consumer Affairs

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